

# DEADLINE NOVEMBER 23, 2018

## MOMENTUM YEAR IMPLEMENTATION PLANNING COMMITTEE UPDATE

Bryan Knakiewicz, Ph.D., M.ASCE

### Sign In Information to Submit Task

*Faculty and staff who have been identified as a resource to complete a task (or tasks) required to satisfy Momentum Year objectives, should read the directions below.*

Thank you for the feedback yesterday at the Momentum Year Part II Meeting. As mentioned and demonstrated in the meeting, please click on the link below for submitting task progress and uploading documents that provide verification of task status or completion: <https://cscnt.savannahstate.edu/ssu-momentum>. This link will be added to the Academic Affairs website as well (<https://www.savannahstate.edu/academic-affairs/momentum-year.shtml>).

### Instructions for use:

1. Log in with your Tigerworld (SSU email) credentials using the website above.
2. Select the **Task Description** you wish to verify.
  - a. Only tasks assigned to you will be listed here.
  - b. The task description # refers to the Momentum Year element (1A through 3D), and if the task is a 30, 90, or 180-day goal, followed by the grouping task number. *Ex. 1A.180.1 Adopt consistent format for program maps.*
3. Select the % **Complete** for that specific task.
4. Type any **Notes** that may support your task progress/completion.
5. Upload a document using the **Choose file** button to **Attach Evidence** of your task progress/completion.
  - a. This is required to complete the submission process for each task you are assigned.
6. Click **Submit** to complete the submission process for that specific task.
  - a. If you have uploaded a document by mistake, please contact Mr. Alberto De La Cruz at [delacruz@savannahstate.edu](mailto:delacruz@savannahstate.edu).

\* Be sure to explore the **Task Description** drop-down options, as you may have multiple tasks assigned to you.

\*\*If you have any technical questions regarding this process, please contact Dr. Bryan Knakiewicz at [knakiewiczb@savannahstate.edu](mailto:knakiewiczb@savannahstate.edu).

\*\*If you have any questions regarding the tasks assigned to you or the Momentum year in general, please contact Dr. Mohamad Mustafa at [mustafam@savannahstate.edu](mailto:mustafam@savannahstate.edu), Dr. Julius Scipio at [scipioj@savannahstate.edu](mailto:scipioj@savannahstate.edu), or Dr. Mary Grimes-McGreer at [mgreerm@savannahstate.edu](mailto:mgreerm@savannahstate.edu).

Thank you,

**Bryan Knakiewicz, Ph.D., M.ASCE**

Assistant Professor, Civil Engineering Technology

Director of SSU GenCyber Program, Department of Engineering Technology

912.358.3283

[knakiewiczb@savannahstate.edu](mailto:knakiewiczb@savannahstate.edu)